

**APPROVED COURSES FOR CONTINUING EDUCATION**

**Courses Offered in 2003**

<b><u>COURSE TITLE</u></b>	<b><u>COURSE NUMBER</u></b>	<b><u>DATE(S) GIVEN</u></b>	<b><u>CREDIT EARNED</u></b>	<b><u>CONTACT</u></b>
<b>Professional Development Seminars for State and Local Government</b>		10/01/02-06/19/03		<b>Connie Burke (732) 932-3640 x627</b>
<i>Communication Skills</i>	20030103-01	01/03/03	5 in P.T.A.	
<i>Communication Skills</i>	20030227-01	02/27/03	5 in P.T.A.	
<i>Managing Change</i>	20030307-01	03/07/03	5 in P.T.A.	
<i>Time Management</i>	20030318-01	03/18/03	3 in P.T.A.	
<i>Managing Change</i>	20030321-01	03/21/03	5 in P.T.A.	
<i>Time Management</i>	20030423-01	04/23/03	3 in P.T.A.	
<i>Team Building in Municipal Gov't</i>	20030506-01	05/06/03	5 in P.T.A.	
<i>Team Building in Municipal Gov't</i>	20030619-01	06/19/03	5 in P.T.A.	
<b>Analysis of Financial Statements</b>	20030104-01	01/04/03 01/11/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>Introduction to Real Estate Appraisal Procedures</b>	20030113-01	01/13/03	30 in Appraisal	<b>David P. O'Brien 856 779-7050</b>
<b>Appraisal &amp; Administration Review for Assessors and Potential CTA's</b>	20030114-01	01/14/03	6.5 in P.T.A. 6.5 in Appraisal	<b>G Fred Burlazzi (732) 506-5102</b>
<b>Introduction to Real Estate Economics</b>	20030116-01	01/16/03	15 in Appraisal	<b>David P. O'Brien 856 779-7050</b>
<b>Property Tax Administration Part 2</b>	20030203-02	02/03/03	21 in P.T.A.	<b>Connie Burke (732) 932-3640 x627</b>
<b>Income Approach to Valuation</b>	20030204-01	02/04/03	30 in Appraisal	<b>Connie Burke (732) 932-3640 x627</b>
<b>Analysis of Financial Statements</b>	20030205-01	02/05/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>Fundamentals of Real Property Appraisal</b>	20030205-02	02/05/03	30 in Appraisal	<b>Connie Burke (732) 932-3640 x627</b>
<b>Property Tax Administration Part 2</b>	20030206-01	02/06/03	21 in P.T.A.	<b>Connie Burke (732) 932-3640 x627</b>
<b>Analysis of Financial Statements</b>	20030219-01	02/19/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>Property Tax Administration Part 1</b>	20030219-02	02/19/03	15 in P.T.A.	<b>Connie Burke (732) 932-3640 x627</b>
<b>Income Approach to Valuation</b>	20030219-03	02/19/03	30 in Appraisal	<b>Connie Burke (732) 932-3640 x627</b>
<b>Theoretical Foundations of Real Estate Economics</b>	20030227-02	02/27/03	15 in Appraisal	<b>David P. O'Brien 856 779-7050</b>
<b>Property Tax Administration Part 1</b>	20030303-01	03/03/03	15 in P.T.A.	<b>Connie Burke (732) 932-3640 x627</b>
<b>Income Approach to Valuation</b>	20030304-01	03/04/03	30 in Appraisal	<b>Connie Burke (732) 932-3640 x627</b>
<b>Analysis of Financial Statements</b>	20030305-01	03/05/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>Understanding Tax Appeals at the County Tax Board</b>	20030305-02	03/05/03	2 in P.T.A.	<b>Martin Lynch (732) 657-8121</b>
<b>Arriving at the Director's Ratio</b>	20030307-02	03/07/03	3.5 in P.T.A.	<b>Connie Burke (732) 932-3640</b>
<b>USPAP Continuing Education 7 Hour Update</b>	20030308-01	03/08/03	7 in P.T.A.	<b>David O'Brien (856) 779-7050</b>
<b>Uniform Residential Appraisal Report</b>	20030318-02	03/18/03	4 in Appraisal	<b>Ralph T. Meloro IV (973) 285-6707</b>
<b>Analysis of Financial Statements</b>	20030319-01	03/19/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>Uniform Residential Appraisal Report</b>	20030320-01	03/20/03	4 in Appraisal	<b>Ralph T. Meloro IV (973) 285-6707</b>

**P.T.A. = Property Tax Administration**

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Real Estate Tax Appeal Primer Seminar	20030320-02	03/20/03	2 in P.T.A.	Stacey Klein (201) 796-1171
Tax Appeals - 2003	200300320-03	03/20/03	3 in P.T.A. 3 in Appraisal	Stephen J. Walters (732) 842-7039
Preserving Our Assets	20030320-04	03/20/03	3 in Appraisal	Kathy Viarengo (732) 494-4716
Compliance and Revaluation Maintenance	20030326-01	03/26/03	2 in P.T.A.	Athan Efstathiou (908) 788-1173 X 173
NJCTBA, Inc w/AMANJ Conference	20030328-01	03/28/03	3 in P.T.A. 3 in Appraisal	Linda Stewart (609) 265-5739
Analysis of Financial Statements	20030402-01	04/02/03	7 in Appraisal	Jim Clyde (201) 237-0649
Revaluations Seminar - Part 2	20030403-01	04/03/03	2 in P.T.A. 1 in Appraisal	Angela Mattiace (201) 818-4418
NJ NAIFA Educational Conference				Martin W. Lynch (732) 350-6371
<i>Road Map Seminar - CAP Theory</i>	20030409-01	04/09/03	4 in Appraisal	
<i>2003 USPAP Changes</i>	20030410-01	04/10/03	1 in P.T.A.	
<i>Mortgage Fraud</i>	20030410-02	04/10/03	.5 in P.T.A.	
<i>Stigma &amp; The Valuation Process</i>	20030410-03	04/10/03	2.5 in Appraisal	
<i>Review of Real Estate Law</i>	20030410-04	04/10/03	2 in P.T.A.	
<i>Environmental Inspections &amp; Mold</i>	20030410-05	04/10/03	2 in P.T.A.	
<i>Bankruptcy and the Appraisal</i>	20030410-06	04/10/03	2 in Appraisal	
<i>Errors &amp; Omissions</i>	20030410-07	04/10/03	2 in P.T.A.	
The Bull Stops Here	20030411-01	04/11/03	7 in P.T.A.	Will Heinemeyer (201) 788-3110
Uniform Standards of Professional Appraisal Practice	20030412-01	04/12/03	15 in P.T.A.	David P. O'Brien 856 779-7050
Analysis of Financial Statements	20030416-01	04/16/03	7 in Appraisal	Jim Clyde (201) 237-0649
Understanding Realty Transfer Fees	20030423-02	04/23/03	2 in P.T.A.	Linda Stewart (609) 265-5739
Annual Joint Dinner Meeting & Seminar	20030501-01	05/01/03		Cherin Mooradian (215) 561-5600 x 111
<i>How Long Can Housing Carry the Economy</i>			1 in P.T.A.	
<i>Marshall &amp; Swift Cost Estimator</i>			4 in Appraisal	
Analysis of Financial Statements	20030507-01	05/07/03	7 in Appraisal	Jim Clyde (201) 237-0649
Analysis of Financial Statements	20030514-01	05/14/03	7 in Appraisal	Jim Clyde (201) 237-0649
67 <sup>th</sup> Annual Princeton Conference	20030519-01	05/19/03	4 in P.T.A. 3 in Appraisal	Kathy Viarengo (732) 494-4716
Mock Trial of a Real Property Tax Appeal	20030521-01	05/21/03	3 in P.T.A.	Sujata Gupta (732) 214-8577
Litigation Skills for Appraisers: An Overview	20030522-01	05/22/03	7 in P.T.A.	Stacey Klein (201) 796-3383
National USPAP 7 hour Update	20040530-01	05/30/03	7 in P.T.A.	Michael Sapio, MAI (856) 933-1272
Analysis of Financial Statements	20030604-01	06/04/03	7 in Appraisal	Jim Clyde (201) 237-0649
50 <sup>th</sup> Annual Assessors Continuing Education Conference				Connie Burke (732) 932-3640
<i>Legal &amp; Legislative Updates</i>	20030604-02	06/04/03	2 in P.T.A.	
<i>Residential/Commercial Revitalization</i>	20030604-03	06/04/03	3.5 in Appraisal	

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<b>50<sup>th</sup> Annual Assessors Continuing Education Conference (Continued)</b>				<b>Connie Burke (732) 932-3640</b>
<i>Valuing Land w/Encumbrances</i>	20030604-04	06/04/03	3 in Appraisal	
<i>Who's Who in the Division</i>	20030605-01	06/05/03	1 in P.T.A.	
<i>Financing Perspectives</i>	20030605-02	06/05/03	1 in Appraisal	
<i>Blueprints/Depreciation/Conversion</i>	20030605-03	06/05/03	2.5 in Appraisal	
<i>Market Realities</i>	20030605-04	06/05/03	1.5 in Appraisal	
<i>Viability of Urban Projects</i>	20030605-05	06/05/03	1.5 in P.T.A.	
<i>Chapter 101</i>	20030605-06	06/05/03	1.5 in P.T.A.	
<i>Urban Revitalization</i>	20030606-01	06/06/03	1.5 in P.T.A.	
<b>Condemnation Appraising</b>	20030609-01	06/09/03 06/10/03	15 in Appraisal	<b>Michael Sapio, MAI (856) 933-1272</b>
<b>Income Approach to Value</b>	20030609-02 IAAO Williamsburg VA	06/09/03-06/11/03	30 in Appraisal	<b>G Fred Burlazzi (732) 929-2008</b>
<b>Analysis of Financial Statements</b>	20030618-01	06/18/03	7 in Appraisal	<b>Jim Clyde (201) 237-0649</b>
<b>IAAO Assessment Administration</b>	20030714-01	07/14/03-07/18/03	28 in P.T.A.	<b>Martin W. Lynch (732) 657-8121</b>
<b>Revaluations/Reassessments - Processing and Procedures</b>	20030722-01	67/22/03 & 07/29/03	4 in P.T.A. 2 in Appraisal	<b>G. Fred Burlazzi (732) 929-2008</b>
<b>National USPAP</b>	20030825-99			
<i>Runnemede/Cherry Hill</i>		08/25/03 12/13/03	7 in P.T.A.	<b>Kym McKissock 800-328-2008</b>
<i>Fairfield</i>		09/22/03 12/19/03		
<i>Long Branch</i>		09/26/03		
<i>Princeton/Trenton</i>		09/30/03		
<i>Lakehurst</i>		10/04/03		
<i>Absecon</i>		10/08/03 12/07/03		
<i>Edison/New Brunswick</i>		10/29/03		
<i>Madison</i>		11/04/03		
<b>FHA Appraising Today</b>	20030826-99		7 in P.T.A.	<b>Kym McKissock 800-328-2008</b>
<i>Runnemede/Cherry Hill</i>		08/26/03		
<i>Fairfield</i>		09/23/03		
<i>Long Branch</i>		09/27/03		
<i>Lakehurst</i>		10/05/03		
<i>Absecon</i>		10/09/03		
<b>Appraising the Oddball</b>	20030825-99		7 in Appraisal	<b>Kym McKissock 800-328-2008</b>
<i>Runnemede/Cherry Hill</i>		08/27/03 12/10/03		
<i>Fairfield</i>		09/24/03 12/16/03		
<i>Long Branch</i>		09/28/03		
<i>Princeton/Trenton</i>		10/02/03		
<i>Lakehurst</i>		10/06/03		
<i>Absecon</i>		10/10/03 12/04/03		
<i>Edison/New Brunswick</i>		10/26/03		
<i>Madison</i>		11/01/03		
<b>Does My Report Comply</b>	20030828-09			
<i>Runnemede/Cherry Hill</i>		08/28/03 12/11/03	7 in P.T.A.	<b>Kym McKissock 800-328-2008</b>

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<b>Does My Report Comply</b>	<b>20030828-09</b>		<b>20030828-99</b>	<b>Kym McKissock 800-328-2008</b>
<i>Fairfield</i>		<b>09/25/03 12/17/03</b>		
<i>Long Branch</i>		<b>09/29/03</b>		
<i>Princeton/Trenton</i>		<b>10/03/03</b>		
<i>Lakehurst</i>		<b>10/07/03</b>		
<i>Absecon</i>		<b>10/11/03 12/05/03</b>		
<i>Edison/New Brunswick</i>		<b>10/27/03</b>		
<i>Madison</i>		<b>11/02/03</b>		
<b>NJCTBA Educational Conference 2003</b>		<b>08/26/03-08/29/03</b>		<b>Linda Stewart NJACTB (609) 265-5739</b>
<i>How To - Effective Commissioner</i>	<b>20030826-01</b>	<b>08/26/03</b>	<b>3 in P.T.A.</b>	
<i>USPAP Review</i>	<b>20030827-01</b>	<b>08/27/03</b>	<b>7 in P.T.A.</b>	
<i>Security</i>	<b>20030827-02</b>	<b>08/27/03</b>	<b>3 in P.T.A.</b>	
<i>Tax Court Judges</i>	<b>20030827-03</b>	<b>08/27/03</b>	<b>3 in P.T.A.</b>	
<i>Grand Hotel - Valuation</i>	<b>20030828-01</b>	<b>08/28/03</b>	<b>6 in Appraisal</b>	
<i>Storage Facility Valuation</i>	<b>20030828-02</b>	<b>08/28/03</b>	<b>3 in Appraisal</b>	
<i>High-End Houses Valuation</i>	<b>20030828-03</b>	<b>08/28/03</b>	<b>3 in Appraisal</b>	
<i>Computer Modeling Concepts</i>	<b>20030819-01</b>	<b>08/29/03</b>	<b>3 in Appraisal</b>	
<b>Document Imaging</b>	<b>20030826-03</b>	<b>08/26/03</b>	<b>3 in P.T.A.</b>	<b>Linda Stewart (609) 265-5739</b>
<b>Basic Principles of Real Estate</b>	<b>20030908-03</b>	<b>09/08/03</b>	<b>30 in Appraisal</b>	<b>David O'Brien (856) 779-7050</b>
<b>September Symposium</b>	<b>20030910-01</b>	<b>09/10/03</b>	<b>2.5 in P.T.A. 5 in Appraisal</b>	<b>Joan Esposito (609) 844-7040</b>
<b>Assessment Administration</b>		<b>Fall 2003</b>		<b>Connie Burke (732) 932-3640</b>
<i>Property Tax Administration Part 1 Wall Township Montclair</i>	<b>20030917-01 20030908-01</b>	<b>09/17/03 09/08/03</b>	<b>15 in P.T.A. 15 in P.T.A.</b>	
<i>Property Tax Administration Part 2 New Brunswick Hammonton</i>	<b>20030917-02 20030915-01</b>	<b>09/17/03 09/15/03</b>	<b>21 in P.T.A. 21 in P.T.A.</b>	
<i>Fundamentals of Real Property Appraisal New Brunswick Mays Landing</i>	<b>20030919-01 20030908-02</b>	<b>09/19/03 09/08/03</b>	<b>30 in Appraisal 30 in Appraisal</b>	
<i>Income Approach to Valuation Freehold</i>	<b>20030903-01</b>	<b>09/03/03</b>	<b>30 in Appraisal</b>	
<i>Blueprint Reading/Depreciation Factors New Brunswick</i>	<b>20031107-01</b>	<b>11/07/03</b>	<b>4.5 in Appraisal</b>	
<b>Introduction to Real Estate Economics</b>	<b>20030911-01</b>	<b>09/11/03</b>	<b>15 in Appraisal</b>	
<b>The Road Less Traveled: Special Purpose Properties</b>	<b>20030912-01</b>	<b>09/12/03</b>	<b>7 in Appraisal</b>	
<b>Chapter 101/Compliance Plans</b>	<b>20030918-01</b>	<b>09/18/03</b>	<b>2 in P.T.A.</b>	<b>Donald Kosul (609) 890-3654</b>
<b>How to Value Added and Omitted Assessments</b>	<b>20030922-01</b>	<b>09/22/03</b>	<b>2 in P.T.A. 1 in Appraisal</b>	<b>Kathleen Donovan (201) 336-6303</b>
<b>Residential Construction</b>	<b>20031001-99</b>		<b>7 in Appraisal</b>	<b>Kym McKissock 800 328-2008</b>
<i>Princeton/Trenton</i>		<b>10/01/03</b>		
<i>Edison/New Brunswick</i>		<b>10/28/03</b>		
<i>Madison</i>		<b>11/03/03</b>		

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<b>Residential Construction</b>	<b>20031001-99</b>		<b>7 in Appraisal</b>	<b>Kym McKissock 800 328-2008</b>
<i>Absecon</i>		<b>12/06/03</b>		
<i>Runnemede/Cherry Hill</i>		<b>12/12/03</b>		
<i>Fairfield</i>		<b>12/18/03</b>		
<b>Valuation of Golf Courses/Legal and Appraisal Implications of Contaminated Properties</b>	<b>20031010-01</b>	<b>10/10/03</b>	<b>6 in Appraisal</b>	<b>Gil Goble (609) 654-2608 x304</b>
<b>Fall Professional Development</b>				<b>Connie Burke (732) 932-3640 x627</b>
<i>Business Writing Skills</i>	<b>20031014-01</b>	<b>10/14/03</b>	<b>5 in P.T.A.</b>	
	<b>20031204-01</b>	<b>12/04/03</b>		
<i>Service Excellence</i>	<b>20031017-01</b>	<b>10/17/03</b>	<b>5 in P.T.A.</b>	
	<b>20031216-01</b>	<b>12/16/03</b>		
<i>Enhancing One's Professional Image</i>	<b>20031029-01</b>	<b>10/29/03</b>	<b>5 in P.T.A.</b>	
	<b>20031202-01</b>	<b>12/02/03</b>		
<i>Negotiating Secrets</i>	<b>20031024-01</b>	<b>10/24/03</b>	<b>5 in P.T.A.</b>	
	<b>20031210-01</b>	<b>12/10/03</b>		
<b>Theoretical Foundations of Real Estate Economics</b>	<b>20031016-01</b>	<b>10/16/03</b>	<b>15 in Appraisal</b>	<b>David O'Brien (856) 779-7050</b>
<b>Overview &amp; Assessment of Applications of GIS</b>	<b>20031017-02</b>	<b>10/17/03</b>	<b>3.5 in P.T.A.</b>	<b>Connie Burke (732) 932-3640 x627</b>
<b>Inaugural Fall Conference</b>	<b>20031017-03</b>	<b>10/17/03</b>	<b>3 in P.T.A. 3 in Appraisal</b>	<b>Kathy Viarengo (732) 494-4716</b>
<b>Appraisal Review Seminar</b>	<b>20031021-01</b>	<b>10/21/03</b>	<b>7 in Appraisal</b>	<b>Michael Sapio (856) 933-1272</b>
<b>The Mold Investigation</b>	<b>20031023-01</b>	<b>10/23/03</b>	<b>2 in Appraisal</b>	<b>Stacey Klein (201) 796-1171</b>
<b>USPAP</b>	<b>20031024-99</b>		<b>13 in P.T.A.</b>	<b>Kym McKissock 800-328-2008</b>
<i>Edison/New Brunswick</i>		<b>10/24/03-10/25/03</b>		
<i>Madison</i>		<b>10/30/03-10/31/03</b>		
<i>Absecon</i>		<b>12/2/03 - 12/3/03</b>		
<i>Runnemede/Cherry Hill</i>		<b>12/8/03 - 12/9/03</b>		
<i>Fairfield</i>		<b>12/14/03-12/15/03</b>		
<b>Tax Maps and GIS</b>	<b>20031030-01</b>	<b>10/30/03</b>	<b>2 in P.T.A.</b>	<b>Don Kosul (609) 890-3654</b>
<b>Real Estate Valuation in Litigation</b>	<b>20031100-01</b>	<b>November 2003</b>	<b>15 in P.T.A.</b>	<b>David O'Brien (856) 779-7050</b>
<b>USPAP Continuing Education</b>	<b>20031100-02</b>	<b>November 2003</b>	<b>7 in P.T.A.</b>	
<b>National USPAP - 7 Hour Update</b>	<b>20031107-02</b>	<b>11/07/03</b>	<b>7 in P.T.A.</b>	<b>Michael Sapio (856) 933-1272</b>
<b>IAAO Workshop 163 Marshall &amp; Swift Cost Approach - Commercial</b>	<b>20031117-01</b>	<b>11/17/03</b>	<b>14 in Appraisal</b>	<b>J. Stephen Walters (732) 842-7039</b>
<b>League of Municipalities</b>				<b>Burnham Hobbs (856) 468-3898</b>
<i>Intro to Income Approach to Value</i>	<b>20031118-01</b>	<b>11/18/03</b>	<b>2 in Appraisal</b>	
<i>Developing a Cap Rate for Revaluation</i>	<b>20031118-02</b>	<b>11/18/03</b>	<b>2 in Appraisal</b>	
<i>AMANJ - Annual Meeting</i>	<b>20031119-01</b>	<b>11/19/03</b>	<b>2 in P.T.A.</b>	
<i>Joint Session - Litigation Strategies in Real Estate Tax</i>	<b>20031120-02</b>	<b>11/20/03</b>	<b>1 in P.T.A.</b>	
<i>Revaluation General Public Relations</i>	<b>20031120-03</b>	<b>11/20/03</b>	<b>2 in P.T.A.</b>	
<b>National USPAP Update</b>	<b>20031120-01</b>	<b>11/20/03</b>	<b>7 in P.T.A.</b>	<b>Stacey Klein (201) 796-1171</b>

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**Courses Approved in 2003**

<b><u>COURSE TITLE</u></b>	<b><u>COURSE NUMBER</u></b>	<b><u>DATE(S) GIVEN</u></b>	<b><u>CREDIT EARNED</u></b>	<b><u>CONTACT</u></b>
<b>Business Practice &amp; Ethics</b>	<b>20031121-01</b>	<b>11/21/03</b>	<b>7 in P.T.A.</b>	<b>Stacey Klein (201) 796-1171</b>
<b>Attacking and Defending an Appraisal in Litigation - Part II</b>	<b>20031202-02</b>	<b>12/02/03</b>	<b>14 in Appraisal</b>	<b>Michael Sapio (856) 933-1272</b>
<b>USPAP</b>	<b>20031206-01</b>	<b>12/06/03</b>	<b>15 in P.T.A.</b>	<b>David O'Brien (856) 779-7050</b>
<b>The Emerging (Mark to) Market: Valuation for Financial Reporting</b>	<b>20031211-01</b>	<b>12/11/03</b>	<b>3 in Appraisal</b>	<b>Kathy Viarengo (732) 494-4716</b>